

COASTSIDE COUNTY WATER DISTRICT

766 MAIN STREET

HALF MOON BAY, CA 94019

SPECIAL MEETING OF THE BOARD OF DIRECTORS

Thursday, April 29, 2010 - 2:00 p.m.

AGENDA

The Coastside County Water District (CCWD) does not discriminate against persons with disabilities. Upon request, the agenda and agenda packet materials can be provided in a format to accommodate special needs. If you require a copy of the agenda or related materials in an alternative format to accommodate a disability, or if you wish to attend this public meeting and will require special assistance or other special equipment, please call the District at (650) 726-4405 in advance and we will make every reasonable attempt to provide such an accommodation.

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act, that are distributed to a majority of the legislative body will be available for public inspection at the CCWD District Office, located at 766 Main Street, Half Moon Bay, CA at the same time that the public records are distributed or made available to the legislative body.

This agenda and accompanying materials can be viewed on Coastside County Water District's website located at: www.coastsidewater.org.

The Board of the Coastside County Water District reserves the right to take action on any item included on this agenda.

- 1) ROLL CALL
- 2) PLEDGE OF ALLEGIANCE
- 3) PUBLIC ANNOUNCEMENTS

Any person may address the Board of Directors at the commencement of the meeting on any matter within the jurisdiction of the Board that is not on the agenda for this meeting. Any person may address the Board on an agenda item when that item is called. The Chair requests that each person addressing the Board limits their presentation to three (3) minutes and complete and submit a Speaker Slip.

4) GENERAL BUSINESS

- A. Call for Nominations: Special District Selection Committee to Elect Special District Member on San Mateo Local Agency Formation Commission (LAFCo) ([attachment](#))**

5) BUDGET WORKSHOP

- A. Draft Fiscal Year 2010-2011 Budget and Draft Fiscal year 2010/2011 to 2019/2020 Capital Improvement Program ([attachment](#))**
- B. District Financing Plan ([attachment](#))**

6) ADJOURNMENT

STAFF REPORT

To: Coastside County Water District Board of Directors
From: David Dickson, General Manager
Agenda: April 29, 2010

Report

Date: April 28, 2010

Subject: Call for Nominations: Special District Selection Committee to Elect Special District Member on San Mateo Local Agency Formation Commission (LAFCo)

Recommendation:

- 1) Consider call for nominations for LAFCo Special District Member and provide direction to staff.
- 2) Authorize LAFCo to transmit Selection Committee ballot by electronic mail to the General Manager.

Background:

The attached letter from Martha Poyatos dated April 27, 2010, provides notice that nominations for the special district member of the San Mateo County Local Agency Formation Commission (LAFCo) are now open. Coastside County Water District, as a member of the Special District Selection Committee, may submit nominations with the signature of the Board President. The deadline for receipt of nominations is 5:00 p.m. May 24, 2010.

The letter requests authorization to transmit the District's ballot by electronic mail. Staff recommends that the Board provide this authorization and direct LAFCo to send the ballot to the General Manager.

Fiscal Impact:

None.



LOCAL AGENCY FORMATION COMMISSION

455 COUNTY CENTER, 2ND FLOOR • REDWOOD CITY, CA 94063-1663 • PHONE (650) 363-4224 • FAX (650) 363-4849

Please forward to Board President

RECEIVED

April 27, 2010 (Corrected)

APR 28 2010

COASTSIDE COUNTY
WATER DISTRICT

To: Presiding Officers/Board Presidents
Independent Special Districts, San Mateo County

Subject: Call for Nominations: Special District Selection Committee to Elect Special District Member on San Mateo LAFCo Pursuant to Section 56332

As you know, the San Mateo Local Agency Formation Commission is comprised of two county supervisor members appointed by the Board of Supervisors, two city council members appointed by the City Selection Committee (also known as the Council of Mayors), two special district members selected by the Special Districts Selection Committee (comprised of the presiding officers of the independent special districts) and one public member appointed by the six members of the Commission. An alternate for each type of membership is also selected in the same manner as regular members.

The purpose of this letter is to call for nominations by the Special Districts Selection Committee members for candidates to fill the independent special district regular term that will expire in May 2010. This position is currently held by Robert Craig who indicates he will not seek another term. Government Code Section 56332 directs that the LAFCo Executive Officer shall call a meeting or provide for mail ballot to fill a vacancy of the special district term whenever a vacancy occurs. In this case it has been determined that the election of a regular special district member for the upcoming term ending May ~~2012~~ 2014 shall be held by mail ballot. (Election of alternate special district member, should a vacancy occur, will be held by subsequent ballot). **Note: this corrected call for nominations simply corrects the regular member term end date of May 2014. All other information is the same.**

Pursuant to Section 56332 the nomination period is hereby opened. Nominations must be received by LAFCo by May 24, 2010 and must be submitted with the signature of the president or chair of an independent special district included on the attached roster. If the board chair or president is not able to submit a nomination the board of that district may appoint an alternate board member to do so. In summary, nominations may only be submitted by signature of the chair serving as a member of the Special District Selection Committee (or Board appointed alternate board member) and must be received by LAFCo by 5:00 p.m. May 24, 2010.

Once the nomination period is closed, the LAFCo Executive Officer will distribute mail ballots, requesting return of the ballot no later than 21 days. Section 56332 (C)(2) provides for distribution of mail ballots by certified mail or by electronic mail with the consent of the district. For both expediency and cost savings it is hoped that districts will consent to distribution of the

Commissioners: Special District Member Iris Gallagher • Supervisor Rich Gordon • Supervisor Adrienne Tissier • Council Member Naomi Patridge • Public Member Howard Jones • Special District Member Robert Craig • Council Member Sepi Richardson

Alternates: Supervisor Rose Jacobs Gibson • Special District Member David Altscher • Council Member Barbara Pierce • Public Member Linda Craig

Staff: Martha Poyatos, Executive Officer • Carol Woodward, Legal Counsel

April 27, 2010 (Corrected)
Special District Selection Committee
Call for Nominations
Page 2 of 2

ballots by electronic mail. To this end, it is requested that your District return the attached "Authorization to Transmit the LAFCo Special District Member Ballot by Electronic Mail" and provide LAFCo with the desired e-mail address for distribution of the ballot.

Please also note that while your district may participate in the local chapter of the California Special Districts Association ("Association"), the LAFCo Special Districts Selection Committee and the Association are not affiliated. While you may receive correspondence from the Association, all nominations for LAFCo special district member must be submitted by a member of the Special Districts Selection Committee, be directed to the LAFCo office and must be received by 5:00 p.m. May 24, 2010.

If you have questions concerning this process, please contact me directly.

Sincerely,



Martha Poyatos
Executive Officer

Distribution: Independent Special Districts in San Mateo County

San Mateo County Special District Selection Committee - Roster of Districts
(April, 2010)

Bayshore Sanitary District
Broadmoor Police Protection District
Coastside County Water District
Coastside Fire Protection District
Colma Fire Protection District
East Palo Alto Sanitary District
Granada Sanitary District
Highlands Recreation District
Ladera Recreation District
Los Trancos County Water District
Menlo Park Fire Protection District
MidPeninsula County Water District
Montara Water and Sanitary District
North Coast County Water District
Peninsula Health Care District
San Mateo County Harbor District
San Mateo County Mosquito Abatement District
San Mateo County Resource Conservation District
Sequoia Health Care District
West Bay Sanitary District
Westborough County Water District
Woodside Fire Protection District

Note:

Midpeninsula Regional Open Space District is not eligible to vote and is not apportioned share of LAFCo budget, because the majority of MROSD is located in Santa Clara County

Authorization to Transmit Special District Selection Committee Ballot by Electronic Mail
[Pursuant to Section 56332 (C) (2)]

The _____ District hereby authorizes LAFCo to send the Special District Selection Committee Ballot by electronic mail to the following e-mail address: _____.

Submitted by: _____
Printed Name of District President or District Manager/Chief

Signature: _____

Date: _____

Please return by May 24, 2010 by mail, fax or electronic mail to:

Martha Poyatos, Executive Officer
San Mateo LAFCo
455 County Center
Redwood City, CA 94063
650/363-4224 – phone
660/363-4849 – fax

Electronic mail: mpoyatos@co.sanmateo.ca.us

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 29, 2010

Report

Date: April 28, 2010

Subject: Draft Fiscal Year 2010-2011 Budget and Draft Fiscal Year 2010/11 to 2019/20 Capital Improvement Program

Recommendation:

No Board action required at this time.

Background:

Staff presents for the Board's discussion the attached Draft Fiscal Year 2010-2011 Budget and Draft Fiscal Year 2010/11 to 2019/20 Capital Improvement Program (CIP). Highlights:

Budget

- Total operating expense increase of 1.2% over FY10 budget, 2.5% over projected year-end FY10 expenses.
- Non-operating revenue lower by 14% vs. FY10 budget, 46% vs. projected FY10 actual year-end revenue due to differences in connection sales, tax share.
- Recommended rate increase of 14% based on revenue required to fund CIP, maintain reserves based on multi-year financing model.
- Contribution to CIP and reserves (net revenue) of \$627,000.

CIP

- \$21,433 total CIP (FY11 dollars)
- Increase of \$3 million over previous CIP due to increase in Denniston plant upgrade cost, investment in water supply development/reliability.

Fiscal Impact:

None.

DRAFT - Operations & Maintenance Budget - FY 2010/2011

Account Number	Description	Proposed Budget FY 10/11	Approved FY 09/10 Budget	FY 10/11 Budget Vs. FY 09/10 Budget		FY 10/11 Budget Vs. FY 09/10 Actual			YTD Actual FY 09/10 as of March 31, 2010
				\$ Change	% Change	Proj Year End Actual FY 09/10	\$ Change	% Change	
OPERATING REVENUE									
4120	Water Sales (1)	\$6,180,345	\$6,180,345	\$0	0.0%	\$5,421,355	\$758,990	14.0%	\$4,174,443
Total Operating Revenue		\$6,180,345	\$6,180,345	\$0	0.0%	\$5,421,355	\$758,990	14.0%	\$4,174,443
NON-OPERATING REVENUE									
4170	Hydrant Sales	\$25,000	\$25,000	\$0	0.0%	\$17,449	\$7,551	43.3%	\$11,449
4180	Late Penalty	\$50,000	\$50,000	\$0	0.0%	\$55,966	-\$5,966	-10.7%	\$37,966
4230	Service Connections	\$8,000	\$458,000	-\$450,000	-98.3%	\$503,310	-\$495,310	-98.4%	\$3,310
4920	Interest Earned	\$26,418	\$65,549	-\$39,131	-59.7%	\$34,827	-\$8,409	-24.1%	\$19,827
4930	Property Taxes	\$600,000	\$300,000	\$300,000	100.0%	\$693,157	-\$93,157	-13.4%	\$393,157
4950	Miscellaneous	\$37,000	\$37,000	\$0	0.0%	\$85,891	-\$48,891	-56.9%	\$76,891
4955	Cell Site Lease Income	\$111,312	\$82,200	\$29,112	35.4%	\$89,098	\$22,214	24.9%	\$80,098
4965	ERAF Refund	\$100,000	\$100,000	\$0	0.0%	\$305,752	-\$205,752	-67.3%	\$305,752
Total Non-Operating Revenue		\$957,730	\$1,117,749	-\$160,019	-14.3%	\$1,785,450	-\$827,720	-46.4%	\$928,450
TOTAL REVENUES		\$7,138,075	\$7,298,094	-\$160,019	-2.2%	\$7,206,805	-\$68,730	-1.0%	\$5,102,893
OPERATING EXPENSES									
5130	Water Purchased	\$1,671,874	\$1,610,934	\$60,940	3.8%	\$1,595,664	\$76,210	4.8%	\$1,150,664
5230	Electrical Exp. Nunes WTP	\$19,000	\$19,000	\$0	0.0%	\$20,789	-\$1,789	-8.6%	\$14,289
5231	Electrical Expenses, CSP	\$244,385	\$230,407	\$13,978	6.1%	\$247,477	-\$3,091	-1.2%	\$238,477
5232	Electrical Expenses/Trans. & Dist.	\$15,000	\$21,700	-\$6,700	-30.9%	\$12,140	\$2,860	23.6%	\$9,140
5233	Elec Exp/Pilarcitos Cyn	\$10,016	\$10,016	\$0	0.0%	\$13,462	-\$3,446	-25.6%	\$10,962
5234	Electrical Exp., Denn	\$53,176	\$53,176	\$0	0.0%	\$25,238	\$27,938	110.7%	\$8,238
5235	Denn. WTP Oper.	\$25,600	\$30,000	-\$4,400	-14.7%	\$19,711	\$5,889	29.9%	\$4,711
5236	Denn WTP Maint	\$38,000	\$43,000	-\$5,000	-11.6%	\$101,476	-\$63,476	-62.6%	\$16,476
5240	Nunes WTP Oper	\$64,820	\$65,400	-\$580	-0.9%	\$77,618	-\$12,798	-16.5%	\$59,618
5241	Nunes WTP Maint	\$38,000	\$38,000	\$0	0.0%	\$60,472	-\$22,472	-37.2%	\$43,472
5242	CSP - Operation	\$8,500	\$8,500	\$0	0.0%	\$10,216	-\$1,716	-16.8%	\$6,116
5243	CSP - Maintenance	\$53,500	\$68,500	-\$15,000	-21.9%	\$47,181	\$6,319	13.4%	\$30,181
5250	Laboratory Expenses	\$60,000	\$75,000	-\$15,000	-20.0%	\$52,109	\$7,891	15.1%	\$33,109
5318	Studies/Surveys/Consulting	\$22,000	\$22,544	-\$544	-2.4%	\$58,050	-\$36,050	-62.1%	\$43,050
5321	Water Conservation	\$92,500	\$60,650	\$31,850	52.5%	\$63,331	\$29,169	46.1%	\$48,331
5322	Community Outreach	\$26,200	\$28,700	-\$2,500	-8.7%	\$24,083	\$2,117	8.8%	\$14,083
5411	Salaries - Field	\$930,278	\$907,674	\$22,604	2.5%	\$905,450	\$24,828	2.7%	\$655,450
5412	Maintenance Expenses	\$190,500	\$189,500	\$1,000	0.5%	\$177,828	\$12,672	7.1%	\$107,828
5414	Motor Vehicle Exp.	\$44,500	\$47,500	-\$3,000	-6.3%	\$42,204	\$2,296	5.4%	\$35,205
5415	Maintenance, Wells	\$6,000	\$15,000	-\$9,000	-60.0%	\$3,713	\$2,287	61.6%	\$2,713
5610	Salaries, Admin.	\$640,368	\$646,607	-\$6,239	-1.0%	\$618,597	\$21,771	3.5%	\$443,597
5620	Office Expenses	\$118,875	\$131,150	-\$12,275	-9.4%	\$113,462	\$5,413	4.8%	\$78,462
5621	Computer Services	\$62,650	\$64,150	-\$1,500	-2.3%	\$57,528	\$5,122	8.9%	\$39,528
5625	Meetings/Training/Seminars	\$20,000	\$20,000	\$0	0.0%	\$21,654	-\$1,654	-7.6%	\$16,654
5630	Insurance	\$528,890	\$500,830	\$28,060	5.6%	\$508,885	\$20,005	3.9%	\$383,885
5640	Employee Retirement	\$437,789	\$447,750	-\$9,961	-2.2%	\$430,257	\$7,532	1.8%	\$305,257
5645	SIP 401 K Plan	\$30,000	\$20,000	\$10,000	50.0%	\$0	\$30,000	0.0%	\$0
5681	Legal	\$57,000	\$52,000	\$5,000	9.6%	\$56,008	\$992	1.8%	\$41,008
5682	Engineering	\$14,000	\$15,000	-\$1,000	-6.7%	\$12,782	\$1,218	9.5%	\$9,282
5683	Financial Services	\$31,000	\$31,000	\$0	0.0%	\$27,563	\$3,438	12.5%	\$19,863
5684	Payroll Taxes	\$111,951	\$112,146	-\$195	-0.2%	\$108,241	\$3,710	3.4%	\$78,241
5687	Memberships & Subscriptions	\$56,950	\$53,815	\$3,135	5.8%	\$48,760	\$8,190	16.8%	\$33,760
5688	Election Expense	\$0	\$15,000	-\$15,000	-100.0%	\$24,358	-\$24,358	-100.0%	\$24,358
5689	Union Expenses	\$12,000	\$12,000	\$0	0.0%	\$12,000	\$0	0.0%	\$9,000
5700	County Fees	\$10,800	\$10,800	\$0	0.0%	\$9,531	\$1,269	13.3%	\$7,531
5705	State Fees	\$10,500	\$10,500	\$0	0.0%	\$9,669	\$831	8.6%	\$8,669
Total Operating Expenses		\$5,756,622	\$5,687,949	\$68,673	1.2%	\$5,617,506	\$139,116	2.5%	\$4,031,207
CAPITAL ACCOUNTS									
5711	Existing Bonds - 1998A	\$269,845	\$270,845	-\$1,000	-0.4%	\$270,844	-\$999	-0.4%	\$270,844
5712	Existing Bonds - 2006B	\$484,966	\$486,400	-\$1,434	-0.3%	\$489,296	-\$4,330	-0.9%	\$489,296
Total Capital Accounts		\$754,811	\$757,245	-\$2,434	-0.3%	\$760,140	-\$5,329	-0.7%	\$760,140
TOTAL REVENUE - TOTAL EXPENSE		\$626,642	\$852,900	-\$226,259	-26.5%	\$829,159	-\$202,517	-24.4%	\$311,546
5713	Cont. to CIP & Reserves	\$626,642							

Notes:

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4120 Description: Water Sales	
Actual Amount As Of: 31-Mar 2010	4,174,443
PROJECTED ACTIVITY to END of FY:	1,246,912
Projected YEAR END TOTAL:	5,421,355

PROPOSED Line Item Amount:	\$6,180,345
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	5,844,903
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% Change Actual Year End compared to Proposed Line item amount.	14.0%
% Change to Previous Year Budget	5.7%
Dollar difference between proposed budget & current budget	335,442

NARRATIVE: See Worksheet 4120 A for calculations

Water sales revenues are not expected to increase during the next fiscal year due to new customers coming on line. The projection is that there will be approximately 35 new connections Increased Consumer awareness in the thrid year of drought will keep consumption to levels seen in FY 09/10.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec	Totals
Jan	Feb	Mar	Apr	May	Jun	

DRAFT
Fiscal Year 2010/2011 Water Sales Projections

MONTH	a	b	c	d	e	f	g	h	i	j		Proposed
	Res. hcf 09/10	Res. hcf 10/11	Other hcf 09/10	Other hcf 10/11	TOTAL Units 09/10	TOTAL Units 10/11	Per Cent Diff 09 v. 10 dif	Residential \$ Projected 10/11	Other \$ Projected \$5.35 hcf	Base Charge 09/10	Base Charge 10/11	FY 10/11 \$ Budget
	Actual	Budget	Actual	Budget	Actual	Budget				Actual	Budget	
Jul-09	39,331	39,331	71,954	71,954	111,285	111,285	0.0%					
Aug-09	73,531	73,531	43,611	43,611	117,142	117,142	0.0%					
Sep-09	38,821	38,821	56,680	56,680	95,501	95,501	0.0%					
Oct-09	65,194	65,194	31,123	31,123	96,317	96,317	0.0%					
Nov-09	29,453	29,453	37,004	37,004	66,457	66,457	0.0%					
Dec-09	45,635	45,635	18,527	18,527	64,162	64,162	0.0%					
Jan-10	27,361	27,361	26,474	26,474	53,835	53,835	0.0%					
Feb-10	43,769	43,769	18,945	18,945	62,714	62,714	0.0%					
Mar-10	24,408	24,408	52,328	52,328	76,736	76,736	0.0%					
Apr-10	48,522	48,522	8,739	8,739	57,261	57,261	0.0%					
May-10	30,662	30,662	66,432	66,432	97,094	97,094	0.0%					
Jun-10	62,178	62,178	11,789	11,789	73,967	73,967	0.0%					
TOTAL	528,865	528,865	443,606	443,606	972,471	972,471	0.0%	\$ -	\$ -			

Average Residential Charge per Unit
\$4.60

Commercial Charge per Unit
\$5.35

\$ -

FACTORS TO BE CONSIDERED

- 1 Superintendent projects a 40 MG purchase from Skylawn for next fiscal year
- 2 Anticipation of approximately 35 new connections next year.
- 3 April - June - Predicted Base on following:
Actual Sales / Predicted Sales (Jul - Feb)

Residential = 0.91

Other = 1.242

Budgeted Values for Residential & Other
Above multiplied by factor to get predicted
water sales.

<u>Res</u> <u>Units</u>	<u>FY09/10</u>	<u>%</u> <u>FY 10/11</u>	<u>Base</u> <u>Charge</u>	<u>FY 08/09</u>	<u>10.0%</u> <u>FY 09/10</u>
1-8	\$3.93		5/8" 2 dwelling units	\$21.87	\$24.06
9 -25	\$4.33		3/4"	\$48.11	\$52.92
26 - 40	\$5.63		3/4" 2 dwelling units	\$32.88	\$36.17
41 +	\$6.96		1"	\$65.80	\$72.38
			1.5"	\$54.80	\$60.28
			2.0"	\$105.83	\$116.41
			2.0"	\$175.40	\$192.94
<u>Comm</u>	\$5.35		3"	\$383.70	\$422.07
			4"	\$1,315.71	\$1,447.28

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4170 Description: Hydrant Sales	
Actual Amount As Of: 31-Mar 2010	11,449
PROJECTED ACTIVITY to END of FY:	6,000
Projected YEAR END TOTAL:	17,449
PROPOSED Line Item Amount:	25,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	25,000
% Change Actual Year End compared to Proposed Line item amount.	43.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Water is taken from designated fire hydrants through portable meters for a variety of reasons. The most common use of this water is for new construction (dust control, earth compaction, etc.). Other uses of water through portable meters result in use for temporary irrigation, failed wells, temporary livestock watering, dust control for non construction purposes, festivals, etc.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>		<u>Amount</u>
Acct. No.	4180	Description: Late Penalty
Actual Amount As Of:	31-Mar 2010	37,966
PROJECTED ACTIVITY to END of FY:		18,000
Projected YEAR END TOTAL:		55,966
PROPOSED Line Item Amount:		50,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	50,000
% Change Actual Year End compared to Proposed Line item amount.	(10.7%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4230 Description: Service Connections	
Actual Amount As Of: 31-Mar 2010	3,310
PROJECTED ACTIVITY to END of FY:	500,000
Projected YEAR END TOTAL:	503,310

PROPOSED Line Item Amount:	8,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	458,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	(98.4%)
% Change to Previous Year Budget	(98.3%)
Dollar difference between proposed budget & current budget	-450,000

NARRATIVE:

The amounts in the account show the labor cost charged to a customer for the installation of a new water service connection. The costs vary with each new installation depending upon the size of the service and how far it is from the distribution pipeline under the street. Cost of materials are not included in this category.

Labor	\$8,000
TOTAL	\$8,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4920 Description: Interest Earned	
Actual Amount As Of: 31-Mar 2010	19,827
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	34,827
PROPOSED Line Item Amount:	\$ 26,418

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	65,549
% Change Actual Year End compared to Proposed Line item amount.	(24.1%)
% Change to Previous Year Budget	(59.7%)
Dollar difference between proposed budget & current budget	-39,131

NARRATIVE:

Interest income is derived from cash on deposit with LAIF. The interest income is calculated on funds that are not restricted to the CSP Project.

	Balance	Less CSP \$					
Cash on Deposit	2,662,647	20,868	2,641,779	x	1.00%	=	\$ 26,418

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4930 Description: Property Taxes	
Actual Amount As Of: 31-Mar 2010	393,157
PROJECTED ACTIVITY to END of FY:	300,000
Projected YEAR END TOTAL:	693,157
PROPOSED Line Item Amount:	600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	300,000
% Change Actual Year End compared to Proposed Line item amount.	(13.4%)
% Change to Previous Year Budget	100.0%
Dollar difference between proposed budget & current budget	300,000

NARRATIVE:

Projected CCWD portion of unsecured/secured Property Tax	\$600,000
TOTAL	\$600,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4950 Description: Miscellaneous	
Actual Amount As Of: 31-Mar 2010	76,891
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	85,891
PROPOSED Line Item Amount:	37,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	37,000
% Change Actual Year End compared to Proposed Line item amount.	(56.9%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc...)

Skylawn Memorial Park reimburses the District for pumping when the District is not operating the Crystal Springs Pump Station for benefit of the District.

<u>Sub-Account</u>	FY 09/10	FY 10/11
Skylawn	25,000	25,000
Miscellaneous	12,000	12,000
	37,000	37,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 4955 Description: Cell Site Lease Income	
Actual Amount As Of: 31-Mar 2010	80,098
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	89,098
PROPOSED Line Item Amount:	111,312

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	82,200
% Change Actual Year End compared to Proposed Line item amount.	24.9%
% Change to Previous Year Budget	35.4%
Dollar difference between proposed budget & current budget	29,112

NARRATIVE:

Revenue from disposal of excess equipment, vehicles and reimbursement of expense line items, in addition to the identified sources, are entered into the Miscellaneous Sales account line item, such as: returned check fees, re-connect fees, copies of documents, reimbursement of repairs., etc...)

Skylawn Memorial Park reimburses the District for pumping when the District is not operating the Crystal Springs Pump Station for benefit of the District.

<u>Sub-Account</u>	<u>FY 10/11</u>
Sprint Spectrum Lease	21,852
Sprint Spectrum Lease	19,812
Metro PCS	22,464
Metro PCS	22,464
Verizon	24,720
	111,312

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>			<u>Amount</u>
Acct. No.	4965	Description:	ERAF Refund
Actual Amount As Of:	31-Mar	2010	305,752
PROJECTED ACTIVITY to END of FY:			0
Projected YEAR END TOTAL:			305,752

PROPOSED Line Item Amount:	100,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	100,000
% Change Actual Year End compared to Proposed Line item amount.	(67.3%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Educational Revenue Augmentation Fund (ERAF). ERAF was established in 1992 to redirect property tax revenues from cities, counties and special districts to public education programs.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5130 Description: Water Purchased	
Actual Amount As Of: 31-Mar 2010	1,150,664
PROJECTED ACTIVITY to END of FY:	445,000
Projected YEAR END TOTAL:	1,595,664
PROPOSED Line Item Amount:	1,671,874

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	1,610,934
% Change Actual Year End compared to Proposed Line item amount.	4.8%
% Change to Previous Year Budget	3.8%
Dollar difference between proposed budget & current budget	60,940

NARRATIVE:

See worksheet 5130 A

The information on this sheet relates directly to Account 4120, water sales.

Water rates will increase approximately 15.2% from the SFWD this year. Cost per hcf \$1.90

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

PRODUCTION & PUMPING SCHEDULE FY 2010/2011

	Denniston Surface		Denniston Wells		Pilarcitos Wells		SFWD Pilarcitos-Crystal Springs				SFWD Total		TOTAL PRODUCTION		SFWD COST
	FY 09/10	FY 10/11	FY 09/10	FY 10/11	FY 09/10	FY 10/11	Pilarcitos		CSP		FY 09/10	FY 10/11	FY 09/10	FY 10/11	1.90 hcf
	hcf	hcf	hcf	hcf	hcf	hcf	FY 09/10	FY 10/11	FY 09/10	FY 10/11	hcf	hcf	Actual	Plan	Plan
Jul-09	1,698	2,000	0	1,000	0	0	0	0	120,454	120,100	120,454	120,100	122,152	123,100	\$228,190
Aug-09	0	0	0	0	0	0	0	0	110,027	109,500	110,027	109,500	110,027	109,500	\$208,050
Sep-09	0	0	0	0	0	0	0	0	105,267	105,000	105,267	105,000	105,267	105,000	\$199,500
Oct-09	0	2,000	0	1,000	0	0	0	0	80,856	80,000	80,856	80,000	80,856	83,000	\$152,000
Nov-09	3,810	4,000	922	1,000	6,872	7,000	0	0	64,171	64,000	64,171	64,000	75,775	76,000	\$121,600
Dec-09	4,104	5,000	802	1,000	10,602	10,602	0	0	53,650	53,000	53,650	53,000	69,158	69,602	\$100,700
Jan-10	0	0	0	0	12,955	13,000	8,342	42,000	33,890	0	42,232	42,000	55,187	55,000	\$79,800
Feb-10	0	0	0	0	13,000	13,000	45,000	44,500	0	0	45,000	44,500	58,000	57,500	\$84,550
Mar-10	12,000	12,000	1,350	1,350	13,000	13,000	23,000	22,500	0	0	23,000	22,500	49,350	48,850	\$42,750
Apr-10	20,400	20,400	3,000	3,000	0	0	56,400	56,000	0	0	56,400	56,000	79,800	79,400	\$106,400
May-10	18,000	18,000	3,249	3,500	0	0	65,000	64,500	0	0	65,000	64,500	86,249	86,000	\$122,550
Jun-10	17,326	17,326	3,640	3,800	0	0	40,000	39,500	37,000	36,500	77,000	76,000	97,966	97,126	\$144,400
hcf Totals	77,338	80,726	12,963	15,650	56,429	56,602	237,742	269,000	605,315	568,100	843,057	837,100	989,787	990,078	\$1,590,490
MG Totals	57.85	60.38	9.70	11.71	42.21	42.34	177.83	201.21	452.78	424.94	630.61	626.15	740.36	740.58	

Base Charge **\$81,384**

Grand Total **\$1,671,874**

Note: Bold numbers in actual columns are estimates

Expect 72,608 hcf of estimated unmetered water (leaks, plant use, flow tests, etc...)for FY 10/11
7.4% unaccountable water

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5230 Description: Electrical Exp. Nunes WTP	
Actual Amount As Of: 31-Mar 2010	14,289
PROJECTED ACTIVITY to END of FY:	6,500
Projected YEAR END TOTAL:	20,789
PROPOSED Line Item Amount:	19,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	19,000
% Change Actual Year End compared to Proposed Line item amount.	(8.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

The costs shown for this line item are for electrical costs for operating the water treatment plant.

FY 10/11

PG&E \$19,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5231 Description: Electrical Expenses, CSP	
Actual Amount As Of: 31-Mar 2010	238,477
PROJECTED ACTIVITY to END of FY:	9,000
Projected YEAR END TOTAL:	247,477

PROPOSED Line Item Amount:	244,385
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	230,407
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% Change Actual Year End compared to Proposed Line item amount.	(1.2%)
% Change to Previous Year Budget	6.1%
Dollar difference between proposed budget & current budget	13,978

NARRATIVE:

Skylawn is estimated to purchase 40 million gallons.
 Anticipated less usage at Crystal Springs as FY 09/10 since Denniston WTP will be on-line more in FY 10/11.

	hcf	rate to pump 1 unit of water			
Pumping charges - electrical	568,100	0.384	=	\$	218,150
Non-pumping electrical				\$	5,700
Skylawn Pumping Expenses	53,476	0.384	=	\$	20,535
TOTAL				\$	244,385

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5232 Description: Electrical Expenses/Trans. & Dist.	
Actual Amount As Of: 31-Mar 2010	9,140
PROJECTED ACTIVITY to END of FY:	3,000
Projected YEAR END TOTAL:	12,140
PROPOSED Line Item Amount:	15,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	21,700
% Change Actual Year End compared to Proposed Line item amount.	23.6%
% Change to Previous Year Budget	(30.9%)
Dollar difference between proposed budget & current budget	-6,700

NARRATIVE:

	FY 10/11
Granada #1	\$5,670
Granada #2	\$3,400
Granada #3	\$1,650
Alves Pump Station	\$4,080
Miramontes Tank	\$200
TOTAL	\$15,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5233 Description: Elec Exp/Pilarcitos Cyn	
Actual Amount As Of: 31-Mar 2010	10,962
PROJECTED ACTIVITY to END of FY:	2,500
Projected YEAR END TOTAL:	13,462
PROPOSED Line Item Amount:	10,016

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,016
% Change Actual Year End compared to Proposed Line item amount.	(25.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Assumes sufficient rain in October to pump Pilarcitos Wells in November. During last three fiscal years this did not occur. Assumes 46,000 units of production, at an energy cost of \$0.20 per unit. Expected to double well #2 output from being refurbish this spring.

Wells #1 & 3	\$ 1,500	Well #4	\$ 3,600	
Well #2	\$ 370	Well #4A	\$ 1,600	
Well #3A	\$ 370	Well #5	\$ 2,120	
Carter Hill	\$ 256	Telemeter	\$ 200	Total
TOTAL	\$ 2,496	Total	\$ 7,520	<u><u>\$ 10,016</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5234 Description: Electrical Exp., Denn	
Actual Amount As Of: 31-Mar 2010	8,238
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	25,238
PROPOSED Line Item Amount:	53,176

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,176
% Change Actual Year End compared to Proposed Line item amount.	110.7%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Projected year end low due to inoperation of plant for most of FY 09/10.

	FY 10/11
Denn Pump Station	\$28,560
Denn Well #1	\$4,080
Denn Well #2,3,4	\$3,400
Denn Well #5	\$2,856
Denn Well #9	\$3,400
Denn WTP	\$8,160
Filter Recycle Pump	\$2,720
TOTAL	\$53,176

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5235 Description: Denn. WTP Oper.	
Actual Amount As Of: 31-Mar 2010	4,711
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	19,711
PROPOSED Line Item Amount:	25,600

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	30,000
% Change Actual Year End compared to Proposed Line item amount.	29.9%
% Change to Previous Year Budget	(14.7%)
Dollar difference between proposed budget & current budget	-4,400

NARRATIVE:

Chemical costs = \$200/MG Expect to treat 112 MG.

ADMIN	CHEMICALS
Telephone/DSL \$1,000	Caustic Soda \$12,000
Alarm System \$1,600	Alum \$1,600
Charts & Supplies \$3,000	Polymer \$3,200
	KMNo4 \$800
	Sodium Hypochlorite \$2,400
	Admin \$5,600
	Chemicals \$20,000
	<u>TOTAL \$25,600</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5236	Description: Denn WTP Maint
Actual Amount As Of:	31-Mar 2010	16,476
PROJECTED ACTIVITY to END of FY:		85,000
Projected YEAR END TOTAL:		101,476

PROPOSED Line Item Amount:	38,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	43,000
% Change Actual Year End compared to Proposed Line item amount.	(62.6%)
% Change to Previous Year Budget	(11.6%)
Dollar difference between proposed budget & current budget	-5,000

NARRATIVE:

Increased in year end over proposed for last year due to following activities:
Filter Failure

	FY 10/11
Electrical	\$5,000
Instrumentation	\$7,000
Telemetry	\$3,000
Pump Repair	\$15,000
Misc. Plumbing & Parts	\$4,000
Sludge Removal	\$4,000
TOTAL	\$38,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5240	Description: Nunes WTP Oper
Actual Amount As Of: 31-Mar 2010	59,618
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	77,618
PROPOSED Line Item Amount:	64,820

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	65,400
% Change Actual Year End compared to Proposed Line item amount.	(16.5%)
% Change to Previous Year Budget	(0.9%)
Dollar difference between proposed budget & current budget	-580

NARRATIVE:
Chemical costs = \$87/MG.
Expect to treat 690 MG.

Telephone/DSL	\$2,120	Chemicals	
Alarm System	\$1,000	Caustic	\$14,000
		Polymer	\$2,700
Charts & Supplies	\$2,000	Alum	\$28,000
Sub total	\$5,120	Hypo Chlor	\$15,000
			\$59,700
TOTAL	\$64,820		

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5241 Description: Nunes WTP Maint	
Actual Amount As Of: 31-Mar 2010	43,472
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	60,472
PROPOSED Line Item Amount:	38,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	38,000
% Change Actual Year End compared to Proposed Line item amount.	(37.2%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Overdraft of maintenance budget due to costs incurred from failure of emergency generator switchgear (\$13,000) as well as failure of alarm system and dial up notification (\$6300).

FY 10/11

Generator Service Contract	\$1,000
Sludge Removal	\$6,000
Electrical	\$6,000
Instrumentation/Controls	\$7,000
Motor & Pump Replacement	\$6,000
Filter Inspection	\$4,000
Annual Electrical PM	\$6,000
Misc.	\$2,000
	\$38,000
	\$38,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5242 Description: CSP - Operation	
Actual Amount As Of: 31-Mar 2010	6,116
PROJECTED ACTIVITY to END of FY:	4,100
Projected YEAR END TOTAL:	10,216
PROPOSED Line Item Amount:	8,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	8,500
% Change Actual Year End compared to Proposed Line item amount.	(16.8%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:	FY 10/11
Telephone & Telemetry	\$6,300
Alarm Co. (Bay Alarm / HMB Alarm)	\$1,200
Fire System Maint.	<u>\$1,000</u>
TOTAL	<u><u>\$8,500</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5243 Description: CSP - Maintenance	
Actual Amount As Of: 31-Mar 2010	30,181
PROJECTED ACTIVITY to END of FY:	17,000
Projected YEAR END TOTAL:	47,181
PROPOSED Line Item Amount:	53,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	68,500
% Change Actual Year End compared to Proposed Line item amount.	13.4%
% Change to Previous Year Budget	(21.9%)
Dollar difference between proposed budget & current budget	-15,000

NARRATIVE:

Will not be cleaning tunnel in FY 10/11. Anticipate needing more work on instrumentation and controls in FY 10/11.

	FY 10/11
Electrical Testing (ETI)	\$10,000
Electrical Repair	\$10,000
Equipment /Valve Maintenance	\$12,000
Pressure Reducing Valves	\$1,000
Misc. Equip/Air Vent	\$1,500
Telemetry & Alarms	\$4,000
Pump Maintenance	\$15,000
	\$53,500

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5250 Description: Laboratory Expenses	
Actual Amount As Of: 31-Mar 2010	33,109
PROJECTED ACTIVITY to END of FY:	19,000
Projected YEAR END TOTAL:	52,109
PROPOSED Line Item Amount:	60,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	75,000
% Change Actual Year End compared to Proposed Line item amount.	15.1%
% Change to Previous Year Budget	(20.0%)
Dollar difference between proposed budget & current budget	-15,000

NARRATIVE:

Laboratory Costs associated with water sampling throughout distribution system and Treatment Plants. Reduced testing due to end of IDSE monitoring

FY 10/11

Nunes WTP	\$30,000
Denniston WTP	\$30,000
	\$60,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5318 Description: Studies/Surveys/Consulting	
Actual Amount As Of: 31-Mar 2010	43,050
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	58,050

PROPOSED Line Item Amount:	\$22,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	22,544
% Change Actual Year End compared to Proposed Line item amount.	(62.1%)
% Change to Previous Year Budget	(2.4%)
Dollar difference between proposed budget & current budget	-544

Narrative: Lease consultant agreement offset by Cell Site Lease Agreements in account 4955

Communication Lease Consultant (Til FY 10/11)	\$17,000.00
Misc. Studies/Surveys	\$5,000.00
	\$22,000.00

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5321 Description: Water Conservation	
Actual Amount As Of: 31-Mar 2010	48,331
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	63,331
PROPOSED Line Item Amount:	92,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	60,650
% Change Actual Year End compared to Proposed Line item amount.	46.1%
% Change to Previous Year Budget	52.5%
Dollar difference between proposed budget & current budget	31,850

NARRATIVE:

Increase funding due to:

1. Rebates for toilets and washing machines is being increased in anticipation of losing grant funding, increased rebate amounts and an increase in participation per BAWSCA's WCIP.
2. School education is being increased in anticipation of new BAWSCA sponsored outreach to more grade levels.
3. Funding for residential surveys is a new item in anticipation of outsourcing this program to comply with CUWCC BMP.
4. Low flow device funding is being increased to provide low flow spray rinse valves to restaurants as part of BAWSCA's WCIP.
5. Funds included to install water meter at 766 Main Street to comply with BMP's.
6. Funds included for Pilarcitos IRWMP implementation.
7. Funds included to produce 2010 UWMP, which is due December 2009.

Legend:

- BAWSCA** - Bay Area Water Supply and Conservation Agency
- BMP** - Best Management Practices
- CUWCC** - California Urban Water Conservation Council
- IRWMP** - Integrated Regional Watershed Management Plan
- UWMP** - Urban Water Management Plan
- WCIP** - Water Conservation Implementation Plan

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

Budget Worksheet	
Fiscal Year	
2010-2011	
Worksheet 5321 A – Water Conservation/Water Resources	Proposed
Description	FY 10/11
Foundational	
1.0 Utility Operations Programs	
1.1 Operations	
Conservation Coordinator	\$0
Water Waste Prevention	\$0
1.2 System Water Audits	\$0
1.3 Metering	\$0
1.4 Conservation Pricing	\$0
Subtotal	\$0
2.0 Education Programs	
2.1 Public Information Programs	
Events	\$0
Bill Stuffers	\$7,000
Website	\$0
Direct Mail	\$0
Point of Purchase Materials	\$100
Landscape Workshops	\$0
Media	\$1,000
California Water Awareness Campaign	\$900
Materials (Conservation)	\$2,000
2.2 School Education Programs	
Curriculum Materials	\$500
Water Wise (BAWSCA)	\$3,000
WTP Tours	\$0
Subtotal	\$14,500
Programmatic	
3.0 Residential	
3.1 High Efficiency Fixture Devices (Q=300 each)	\$3,500
3.2 High Efficiency Toilet Rebates (Q=100)	\$15,000
3.3 High Efficiency Clothes Washer Rebates (Q=200)	\$28,060
3.4 Residential Assistance	
High Bill Relief Outreach (Q=50)	\$0
Indoor Survey	\$0
Outdoor Survey	\$0
Subtotal	\$46,560
4.0 Commercial, Industrial and Institutional	
4.1 Rebates	
High Efficiency Tank Toilets (Q=1)	\$150
High Efficiency Urinals (Q=1)	\$300
High Efficiency and Ultra Low Flow Flush Valve Toilets (Q=1)	\$300
Water Efficient Ice Machines	\$0
Connectionless Food Steamers	\$0
Dry vacuum Pumps	\$0
Cooling Tower (conductivity and pH)	\$0
San Mateo Green Business Certification Program	\$0
4.2 Give-away	

DRAFT Restaurant Spray Valves (Q=1)	\$90
Subtotal	\$840
5.0 Landscape (Large)	
5.1 Dedicated Irrigation Account Water Budget Reports (Q=44)	\$2,500
5.2 Surveys for Deedicated Irrigation Meters Accounts (1)	\$1,400
5.3 Outreach to CII Mixed Use Meters	\$0
Subtotal	\$3,900
Water Resources	
legal	\$0
UWMP 2010	\$15,000
SB7 compliance	\$5,000
Pilarcitos IRWMP Commitments (\$2500)	\$2,500
California Urban Water Conservation Council Dues	\$3,000
BAWSCA Assessment (4*5572=22288)	\$0
CCR (cal yr)	\$0
WSE (cal yr)	\$0
Springbrook	\$1,200
DWR Water System Statistics Report (cal yr)	\$0
Department of Public Health Annual Report (cal yr)	\$0
BAWSCA Annual Report (FY)	\$0
BAWSCA Water Management Charge (estimate=\$19,556.98)	\$0
California Urban Water Conservation Council Reporting	\$0
Subtotal	\$26,700
Total	\$92,500

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5322 Description: Community Outreach	
Actual Amount As Of: 31-Mar 2010	14,083
PROJECTED ACTIVITY to END of FY:	10,000
Projected YEAR END TOTAL:	24,083

PROPOSED Line Item Amount:	26,200
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	28,700
% Change Actual Year End compared to Proposed Line item amount.	8.8%
% Change to Previous Year Budget	(8.7%)
Dollar difference between proposed budget & current budget	-2,500

NARRATIVE:

Created new account per Finance Committee to accommodate new community outreach between CCWD and Customers. Increase due to additional printing of annual reports and postage. Decrease in MCTV services.

MCTV-Recording meetings(14 @ \$375)	\$5,000
Montara Fog (14 @ \$300)	\$4,200
Materials/Publications/Public Information	\$5,000
Postage for Public Outreach	\$6,000
Printing Annual Reports (Consumer Confidence Report/ Water Supply Evaluation, etc..)	\$6,000

Spread:	TOTAL	26,200
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Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5411 Description: Salaries - Field	
Actual Amount As Of: 31-Mar 2010	655,450
PROJECTED ACTIVITY to END of FY:	250,000
Projected YEAR END TOTAL:	905,450
PROPOSED Line Item Amount:	930,278

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	907,674
% Change Actual Year End compared to Proposed Line item amount.	2.7%
% Change to Previous Year Budget	2.5%
Dollar difference between proposed budget & current budget	22,604

NARRATIVE:

A COLA of 3.0% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT
4/9/2010
FY 2010/2011 BUDGET WORKSHEET (5411 A)

SALARIES - Accounts 5411 & 5610

EMPLOYEE	Current Hrly Rate	COLA 3.0%	Annual Pay	O T Hours	O T Pay	Cert. Pay	TOTAL
FIELD #5411							
Superintendent	56.18	57.86	120,349			10,800	131,149
Distribution Supervisor	46.10	47.48	98,765	120	8,547	7,200	114,512
WTP Supervisor	49.65	51.14	106,370	120	9,205	7,200	122,775
Sr. WTP Oper.	43.88	45.20	94,009	120	8,135	7,200	109,344
Treat/Dist Op	29.56	30.45	63,329	80	3,654	4,800	71,783
Treat/Dist Op	28.84	29.70	61,781	80	3,564	4,800	70,146
Treat/Dist Op	28.84	29.71	61,787	80	3,565	4,800	70,151
Treat/Dist Op	29.56	30.45	63,335	80	3,654	7,200	74,189
Maint Worker	26.81	27.61	57,438	40	1,657	2,400	61,495
Maint Worker	24.29	25.02	52,034	40	1,501	1,200	54,735
Part-Time Help	15.00		15,000				15,000
Part-Time Help	15.00		15,000				15,000
Estimated Annual Merit Increase							
Standby Pay for On-Call Employees			20,000				20,000
Sub total, Field			829,196		43,482	57,600	930,278
ADMIN #5610							
Gen Manager	88.00	90.64	188,531				188,531
Water Conser.	35.05	36.10	75,091	40	2,166		77,257
Prj Coord. PT	60.00		12,000				12,000
Office Mgr	38.76	39.93	83,045	40	2,396		85,440
Admin Assist.	35.13	36.18	75,252	40	2,171	7,546	84,969
Office Specst	26.81	27.62	57,443		-		57,443
Office Specst	24.90	25.65	53,346	40	1,539		54,885
Office Specst	26.81	27.62	57,443		-	2,400	59,843
Directors			20,000				20,000
Estimated Annual Merit Increase							
Sub total, Admin			622,151		8,271	9,946	\$640,368
TOTAL			1,451,347				\$1,570,646

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5412 Description: Maintenance Expenses	
Actual Amount As Of: 31-Mar 2010	107,828
PROJECTED ACTIVITY to END of FY:	70,000
Projected YEAR END TOTAL:	177,828
PROPOSED Line Item Amount:	190,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	189,500
% Change Actual Year End compared to Proposed Line item amount.	7.1%
% Change to Previous Year Budget	0.5%
Dollar difference between proposed budget & current budget	1,000

NARRATIVE:

Laundry	\$2,000	Tree Removal	\$13,000
Service Products	\$5,000	Paving	\$15,000
Pump Repair	\$6,000	Inventory	\$13,000
Uniforms/Jackets/Shoes	\$8,000	Materials	\$5,000
USA	\$500	Equip. Rental	\$2,000
Backfill	\$3,000	Radio Repair	\$1,000
Hydrant repair	\$14,000	Landscape Maint	\$2,000
Tank Inspection	\$5,000	Main Repairs/Sml Line Replacmnt	\$28,000
Generator services	\$7,000	Cathodic Protection	\$8,000
Safety Supplies	\$4,000	Misc. tools, etc.	\$4,000
DMV/Pre-employment Physical	\$1,000	(Welder, Drill, Airtools, Sump Pump, Lrg tools)	
Miramar Alt Valve	\$10,000	Waste Services	\$3,000
Miramar Vault Valves	\$4,000	Fence Repairs	\$2,000
Sub totals	\$69,500	Raising Valve (City/County)	\$25,000
TOTAL	\$ 190,500		\$121,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5414 Description: Motor Vehicle Exp.	
Actual Amount As Of: 31-Mar 2010	35,204
PROJECTED ACTIVITY to END of FY:	7,000
Projected YEAR END TOTAL:	42,204

PROPOSED Line Item Amount:	44,500
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	47,500
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	5.4%
% Change to Previous Year Budget	(6.3%)
Dollar difference between proposed budget & current budget	-3,000

NARRATIVE:

	<u>FY 10/11</u>
Gasoline	\$29,000.00
Mobile Phones	\$7,500.00
Service & Repairs	\$8,000.00
	<u><u>\$44,500.00</u></u>
Total	

Jul	Aug	Sept	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5415 Description: Maintenance, Wells	
Actual Amount As Of: 31-Mar 2010	2,713
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	3,713
PROPOSED Line Item Amount:	6,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	61.6%
% Change to Previous Year Budget	(60.0%)
Dollar difference between proposed budget & current budget	-9,000

NARRATIVE:

FY 09/10 amounts lower from past year due to rehabilitation of wells and upgrades.

	<u>FY 10/11</u>
Electrical PM	\$1,200
Pumps	\$3,000
Electrical	\$1,600
Plumbing	\$200
	\$6,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5610 Description: Salaries, Admin.	
Actual Amount As Of: 31-Mar 2010	443,597
PROJECTED ACTIVITY to END of FY:	175,000
Projected YEAR END TOTAL:	618,597
PROPOSED Line Item Amount:	640,368

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	646,607
% Change Actual Year End compared to Proposed Line item amount.	3.5%
% Change to Previous Year Budget	(1.0%)
Dollar difference between proposed budget & current budget	-6,239

NARRATIVE:

A COLA of 3.0% was used as a place holder based upon the Memorandum of Understanding between the CCWD and Teamsters Local 856.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5620	Description: Office Expenses
Actual Amount As Of: 31-Mar 2010	78,462
PROJECTED ACTIVITY to END of FY:	35,000
Projected YEAR END TOTAL:	113,462
PROPOSED Line Item Amount:	118,875

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	131,150
% Change Actual Year End compared to Proposed Line item amount.	4.8%
% Change to Previous Year Budget	(9.4%)
Dollar difference between proposed budget & current budget	-12,275

NARRATIVE:

See Sheet 5620 A which details the cost items comprising this line item

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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Account 5620 - Detail of Account

Account Name	Description	Amount
Postage	Mail Machine	\$ 2,500
	Bulk Mailing	\$ 5,000
	Pre-Stamped Envelopes	\$ 3,500
Phone Services PG&E	Monthly Service & Repairs	\$ 4,000
	Monthly Service (District Office)	\$ 6,000
Office Cleaning	Janitorial Service/Carpet Cleaning	\$ 7,500
File Storage	Iron Mountain - Offsite Storage	\$ 5,000
Leases	Mail & Copier Machines	\$ 13,000
	Office Alarms and Security Camera	\$ 4,000
Printing	Checks, Forms, Statements	\$ 1,700
Data Prose	Fulfillment Center for Billing Stmtnts	\$ 20,000
	NetBill (Online Payments)	\$ 6,000
Emergency	Supplies	\$ 1,000
	AED Certification	\$ 125
Miscellaneous	Office Supplies	\$ 7,500
	Credit Card / Bank Fees	\$ 7,000
	DMV/Pre-Employment Physicals	\$ 400
	Employee Recognition Program	\$ 1,750
	Petty Cash	\$ 2,500
	Director recognition/framing	\$ 300
	ORCC LockBox Services	\$ 600
	Allowance for Bad Debt	\$ 5,000
Maintenance	Office Equipment/Repairs	\$ 2,500
	Office Maintenance/Repairs	\$ 5,000
Payroll	Payroll Processing with ADP	\$ 7,000
TOTAL		\$ 118,875

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5621 Description: Computer Services	
Actual Amount As Of: 31-Mar 2010	39,528
PROJECTED ACTIVITY to END of FY:	18,000
Projected YEAR END TOTAL:	57,528

PROPOSED Line Item Amount:	62,650
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	64,150
% Change Actual Year End compared to Proposed Line item amount.	8.9%
% Change to previous year budget:	(2.3%)
Dollar difference between proposed budget & current budget	-1,500

NARRATIVE: Addition of Check Scanner Annual Maintenance costs along with an increase in upgrades to software for water shortage billing module

Maintenance Agreements		Computer Services	
Springbrook	\$12,000	New/Upgrades to software/Cust Rpts	\$ 4,000
Radix	\$3,000	Services/Repairs	\$ 15,000
ICS	\$15,000	Coastside Net	\$ 1,000
Hansen	\$2,500	Rogue Web Works (Website Maint.)	\$ 5,000
Badger	\$1,500	Sonic.net	\$ 450
XC2 Software	\$800	Spam Filtering	\$ 900
Check Scanner	\$1,500		
<i>Subtotal</i>	<i>\$36,300</i>		
		Subtotal	\$ 26,350
		Grand Total	\$ 62,650

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5625 Description: Meetings/Training/Seminars	
Actual Amount As Of: 31-Mar 2010	16,654
PROJECTED ACTIVITY to END of FY:	5,000
Projected YEAR END TOTAL:	21,654
PROPOSED Line Item Amount:	20,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	20,000
% Change Actual Year End compared to Proposed Line item amount.	(7.6%)
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

	<u>Amount</u>
Conferences (District Employees)	\$ 5,000
Conferences/Seminars (Board of Directors)	\$ 3,000
Staff Training/Seminars/Continuing Education	\$ 4,000
Safety Training (CINTAS)	\$ 7,000
WTO/WDO Renewal/Application Fees	\$ 1,000
TOTAL	\$ 20,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5630 Description: Insurance	
Actual Amount As Of: 31-Mar 2010	383,885
PROJECTED ACTIVITY to END of FY:	125,000
Projected YEAR END TOTAL:	508,885
PROPOSED Line Item Amount:	528,890

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	500,830
% Change Actual Year End compared to Proposed Line item amount.	3.9%
% Change to Previous Year Budget	5.6%
Dollar difference between proposed budget & current budget	28,060

NARRATIVE:	FY 09/10	FY 10/11
Dental	\$21,253	\$23,053
LTD	\$16,158	\$16,777
Health	\$326,690	\$351,723
Liability	\$55,000	\$55,000
Life	\$5,361	\$5,766
Property	\$20,000	\$20,000
Vision	\$5,636	\$5,834
EAP Program	\$732	\$737
Workers Compensation	\$50,000	\$50,000
TOTAL	\$500,830	\$528,890

Estimated Rate Increases for: Dental (10%), Health (Blue Cross - 15%), EAP (2%), VSP (2%), Life (3%), Health (Kaiser - 15%), LTD (3%)

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT

Current FY 2009/2010	KAISER	Blue Cross	Dental	Vision	Life/AD&D	LTD Metlife	ACWA EAP	ACWA W/C	ACWA Property	ACWA Liability
July	\$8,609	\$15,483	\$1,610	\$470	\$456	\$1,307	\$60	\$11,664		
August	\$8,609	\$15,483	\$1,610	\$470	\$456	\$1,458	\$60			\$55,000
September	\$7,533	\$11,852	\$1,643	\$470	\$497	\$1,357	\$60			
October	\$8,288	\$15,483	\$1,643	\$470	\$467	\$1,357	\$60	\$13,000		
November	\$6,596	\$15,483	\$1,643	\$470	\$467	\$1,357	\$60			
December	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
January	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60	\$11,387		
February	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60		\$17,000	
March	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
April	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60	\$12,000		
May	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
June	\$9,054	\$16,139	\$1,746	\$477	\$467	\$1,357	\$60			
EE/Retirees Credit	-\$5,904	-\$22,322	-\$4,978	-\$237	-\$169	\$0				
Retiree Reimbursement	\$3,528									
Sub Total	\$100,637	\$164,437	\$15,397	\$5,448	\$5,440	\$16,338	\$722	\$48,051	\$17,000	\$55,000
FY 09/10 Total	\$112,176	\$193,670	\$20,957	\$5,720	\$5,598	\$16,288	\$722	\$48,051		
June Rate x 12 months										
Approx. Rate Increase	15% \$129,002	15% \$222,721	10% \$23,053	2% \$5,834	3% \$5,766	3% \$16,777	2% \$737	\$50,000	\$20,000	\$55,000
Total Medical	\$351,723									
Total	\$528,890									

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5640 Description: Employee Retirement	
Actual Amount As Of: 31-Mar 2010	305,257
PROJECTED ACTIVITY to END of FY:	125,000
Projected YEAR END TOTAL:	430,257
PROPOSED Line Item Amount:	437,789

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	447,750
% Change Actual Year End compared to Proposed Line item amount.	1.8%
% Change to Previous Year Budget	(2.2%)
Dollar difference between proposed budget & current budget	-9,961

NARRATIVE:

This line item is a function of salaries and will be determined when salaries and employee complement is set by the Board.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5645 Description: SIP 401 K Plan	
Actual Amount As Of: 31-Mar 2010	0
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	0
PROPOSED Line Item Amount:	30,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: 20,000

<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	50.0%
% Change to Previous Year Budget	10,000
Dollar difference between proposed budget & current budget	

NARRATIVE:

Supplemental Income Trust Fund / AIP 401 K Plan base on the Memorandum of Understanding between CCWD and the Teamsters Union, Local 856

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT
 DRAFT
 Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5681 Description: Legal	
Actual Amount As Of: 31-Mar 2010	41,008
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	56,008
PROPOSED Line Item Amount:	57,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	52,000
% Change Actual Year End compared to Proposed Line item amount.	1.8%
% Change to Previous Year Budget	9.6%
Dollar difference between proposed budget & current budget	5,000

NARRATIVE:

This account is for the Legal Counsel General District business that is not included in capital projects or reimbursable projects. The legal costs for capital projects and reimbursable projects whether the work is performed by District Counsel or other counsel is part of the overall project and not an operating expense.

HansonBridgett	\$55,000
Sherman/Feller	\$2,000
Total	\$57,000

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5682 Description: Engineering	
Actual Amount As Of: 31-Mar 2010	9,282
PROJECTED ACTIVITY to END of FY:	3,500
Projected YEAR END TOTAL:	12,782

PROPOSED Line Item Amount:	14,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	9.5%
% Change to Previous Year Budget	(6.7%)
Dollar difference between proposed budget & current budget	-1,000

NARRATIVE:

This account is for the District Engineer's monthly retainer and for general District business that is not included in capital projects or reimbursable projects. The engineering costs for capital projects and reimbursable projects whether the work is performed by the District engineer or another engineer are part of the overall project and not an operating expense.

Note: Engineer will receive 1.8% increase in the hourly rate effective 7/1/10

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5683 Description: Financial Services	
Actual Amount As Of: 31-Mar 2010	19,863
PROJECTED ACTIVITY to END of FY:	7,700
Projected YEAR END TOTAL:	27,563

PROPOSED Line Item Amount:	31,000
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Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	31,000
<hr/>	
% Change Actual Year End compared to Proposed Line item amount.	12.5%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

Annual auditing services performed by Joseph J Arch, CPA and
Annual accounting/consultation services provided by John Parsons, CPA.

	FY 10/11
Financial Audit Service	\$16,000
Accounting Services	\$15,000
Total	<u><u>\$31,000</u></u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5684 Description: Payroll Taxes	
Actual Amount As Of: 31-Mar 2010	78,241
PROJECTED ACTIVITY to END of FY:	30,000
Projected YEAR END TOTAL:	108,241
PROPOSED Line Item Amount:	111,951

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	112,146
% Change Actual Year End compared to Proposed Line item amount.	3.4%
% Change to Previous Year Budget	(0.2%)
Dollar difference between proposed budget & current budget	-195

NARRATIVE:

Payroll taxes, i.e. Social Security is a function of salaries. It is applied at a total rate of 7.65% of gross payroll. The final amount will be determined when salaries and employee complement is finalized by the Board.

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

Line Item

Amount

Acct. No. **5684**

Description:

Payroll Taxes

CALCULATION FOR PAYROLL TAXES

		SOCIAL SECURITY 6.20%	MEDICARE 1.45%	TOTAL
TOTAL PAYROLL	\$ 1,570,646			
AMOUNT SUBJECT TO SOCIAL SECURITY	\$ 1,438,335	\$ 89,177		\$ 89,177
AMOUNT SUBJECT TO MEDICARE	\$ 1,570,646		\$ 22,774	\$ 22,774
TOTAL				\$ 111,951

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COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
 2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5687	Description: Memberships & Subscriptions
Actual Amount As Of: 31-Mar 2010	33,760
PROJECTED ACTIVITY to END of FY:	15,000
Projected YEAR END TOTAL:	48,760
PROPOSED Line Item Amount:	56,950

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	53,815
% Change Actual Year End compared to Proposed Line item amount.	16.8%
% Change to Previous Year Budget	5.8%
Dollar difference between proposed budget & current budget	3,135

NARRATIVE: See attached worksheet for detail of costs

Increase in BAWSCA Annual Assessments

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT

Worksheet 5687A			
Budget Detail Worksheet			
<u>Line Item: Memberships & Subscriptions</u>			Description
Acct. No. 5687		Amount	
ACWA	\$10,000	Membership dues	
ACWA	\$10,000	Delta Sustainability Dues	
AWWA	\$2,000	Membership dues and technical publications	
BAWSCA	\$24,000	Annual assessment & dues	
California Emergency Utilities	\$500	Annual Membership	
Chamber of Commerce	\$600	Membership dues & Farm Day Luncheon Tickets	
CSDA	\$4,000	Membership dues	
IAMPO	\$100	Subscription for Backflow Prevention Magazine	
Miscellaneous	\$1,000	Miscellaneous Dues/Memberships/Subscriptions	
Springbrook Users Group	\$50	Annual Users Group for Springbrook Software	
Water Education Foundation	\$1,000	Membership dues and technical publications	
Water ReUse	\$600	Annual Association Dues	
Wellness Program	\$2,500	Wellness Program group membership in health club	
West Group (Formally Barclays)	\$600	Updates on California Code of Regulations regarding construction laws	
TOTAL	\$56,950		

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5688	Description: Election Expense
Actual Amount As Of:	31-Mar 2010	24,358
PROJECTED ACTIVITY to END of FY:		0
Projected YEAR END TOTAL:		24,358
PROPOSED Line Item Amount:		0

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	15,000
% Change Actual Year End compared to Proposed Line item amount.	(100.0%)
% Change to Previous Year Budget	
Dollar difference between proposed budget & current budget	-15,000

NARRATIVE:

Spread:

Jul	Aug	Sep	Oct	Nov	Dec	Totals
Jan	Feb	Mar	Apr	May	Jun	

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5689	Description: Union Expenses
Actual Amount As Of:	31-Mar 2010	9,000
PROJECTED ACTIVITY to END of FY:		3,000
Projected YEAR END TOTAL:		12,000
PROPOSED Line Item Amount:		12,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **12,000**

% Change Actual Year End compared to Proposed Line item amount. **0.0%**

% Change to Previous Year Budget **0.0%**

Dollar difference between proposed budget & current budget **0**

NARRATIVE:

Serivces contracted with IEDA (Labor Negotiator)	\$ 12,000
TOTAL	<u>\$ 12,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5700 Description: County Fees	
Actual Amount As Of: 31-Mar 2010	7,531
PROJECTED ACTIVITY to END of FY:	2,000
Projected YEAR END TOTAL:	9,531
PROPOSED Line Item Amount:	10,800

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,800
% Change Actual Year End compared to Proposed Line item amount.	13.3%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

1. San Mateo County charges the District for collecting and transmitting property taxes	\$2,000.00
2. The cost of the LAFCo budget, estimated	\$5,000.00
3. Hazardous Material Handling (Nunes & Denniston)	\$3,000.00
4. Property Taxes	\$800.00
	\$10,800.00

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

DRAFT
COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5705 Description: State Fees	
Actual Amount As Of: 31-Mar 2010	8,669
PROJECTED ACTIVITY to END of FY:	1,000
Projected YEAR END TOTAL:	9,669
PROPOSED Line Item Amount:	10,500

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	10,500
% Change Actual Year End compared to Proposed Line item amount.	8.6%
% Change to Previous Year Budget	0.0%
Dollar difference between proposed budget & current budget	0

NARRATIVE:

- #1 Fees are charged by the State Department of Health Services for reviewing applications and annual reports on operation of the Nunes & Denniston Water Treatment Plants
(DHS Fees - Increase due to additional services regarding new regulations)
- #2 Water Rights (initialized by SWRCB) for both Pilarcitos & San Vincente
- #3 RWQCB NPDES Annual Fee (estimated)
- #4 Bay Area Air Quality Management Dist - Permits to Operate

#1	\$7,500
#2	\$1,000
#3	\$1,000
#4	\$1,000
	\$10,500

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

<u>Line Item</u>	<u>Amount</u>
Acct. No. 5711 Description: Existing Bonds - 1998A	
Actual Amount As Of: 31-Mar 2010	270,844
PROJECTED ACTIVITY to END of FY:	0
Projected YEAR END TOTAL:	270,844
PROPOSED Line Item Amount:	269,845

Approved Line Item Amount:

PREVIOUS YEAR BUDGET: **270,845**

% Change Actual Year End compared to Proposed Line item amount.	(0.4%)
% Change to Previous Year Budget	(0.4%)
Dollar difference between proposed budget & current budget	-1,000

NARRATIVE:

ABAG Pooled Financing Program Series 1998A

September 2010 Payment	\$250,235
March 2011 Payment	\$19,610
Spread:	\$269,845

Jul Aug Sep Oct Nov Dec

Jan Feb Mar Apr May Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

**Fiscal Year
2010/2011**

Line Item **Amount**

Acct. No. **5712** Description: **Existing Bonds - 2006B**

Actual Amount As Of: 31-Mar 2010 **489,296**

PROJECTED ACTIVITY to END of FY: **0**

Projected YEAR END TOTAL: **489,296**

PROPOSED Line Item Amount:	484,966
-----------------------------------	----------------

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	486,400
% Change Actual Year End compared to Proposed Line item amount.	(0.9%)
% Change to Previous Year Budget	(0.3%)
Dollar difference between proposed budget & current budget	-1,434

NARRATIVE:

CSCDA Pooled Financing Program Series 2006B

September 2010 Payment	\$334,114
March 2011 Payment	\$150,852
	\$484,966

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

COASTSIDE COUNTY WATER DISTRICT

Budget Worksheet

Fiscal Year
2010/2011

<u>Line Item</u>		<u>Amount</u>
Acct. No.	5713	Description: Cont. to CIP & Reserves
Actual Amount As Of:	31-Mar 2008	388,093
PROJECTED ACTIVITY to END of FY:		129,364
Projected YEAR END TOTAL:		517,457
PROPOSED Line Item Amount:		600,000

Approved Line Item Amount:

PREVIOUS YEAR BUDGET:	517,457
% Change Actual Year End compared to Proposed Line item amount.	16.0%
% Change to Previous Year Budget	16.0%
Dollar difference between proposed budget & current budget	82,543



NARRATIVE:

Contribution to CIP & Reserves	\$ 600,000
	<u>\$ 600,000</u>

Spread:

Jul	Aug	Sep	Oct	Nov	Dec
Jan	Feb	Mar	Apr	May	Jun

**COASTSIDE COUNTY WATER DISTRICT
PLANNED CAPITAL PROJECTS
FISCAL YEARS 10/11 THRU 19/20**

 = new or modified projects
 = completed projects or projects to be deleted

Origin FY	Number	Priority	Budget FY 09/10	Projected FY09/10 Exp	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	10/11-19/20 Totals	FY10-19 Budget	
PIPELINE PROJECTS - * Pending Further Pressure Testing																	
06	01	Avenue Cabrillo Phase I (Permitting/Design)	2	52,000	3,025		100,000		moved up						\$100,000	\$152,000	
06	01	Avenue Cabrillo Phase I (Construction)	2						347,000			split into three construction phases			\$347,000	\$1,048,000	
		Avenue Cabrillo Phase II (Construction)								246,000					\$246,000	\$0	
		Avenue Cabrillo Phase III (Construction)									479,000				\$479,000	\$0	
		Small line decommission behind Main Street				25,000									\$25,000	\$0	
06	02	Highway #1 South Phase I / II	3									80,000	100,000	1,200,000	\$1,380,000	\$1,380,000	
07	03	Pilarcitos Canyon Pipeline Replacement	1				100,000	1,000,000							\$1,100,000	\$1,100,000	
07	04	Bell-Moon Pipeline Replacement Project	3							60,000	250,000				\$310,000	\$310,000	
		* Main Street Pipeline Replacement Project - Phase 3	3								90,000	249,000			\$339,000	\$339,000	
		* Bridgeport Drive Pipeline Replacement Project	3								110,000	840,000			\$950,000	\$950,000	
		Rebuild Harbor 4" service vault				20,000									\$20,000	\$0	
05	01	Main Street/Hwy 92 Widening Project		20,000		complete									\$0	\$20,000	
															\$5,296,000	\$5,299,000	
WATER TREATMENT PLANTS																	
99	05	Denniston Intake Maintenance	1	80,000	76,232	29,000	30,000	31,000	32,000	33,000	34,000	35,000	36,000	37,000	37,000	\$334,000	\$377,000
08	01	Denniston WTP- Filter Flow Meters	2												\$0	\$0	
09		Denniston WTP - Intake study/pre-design	1												\$0	\$0	
10	02	Denniston WTP - Intake construction	1	100,000	25,000			100,000							\$100,000	\$100,000	
08	02	Nunes WTP- Replace Cl2/pH Analyzer													\$0	\$0	
09	03	Nunes - Backwash Variable Rates Project - study	3								deleted 15K				\$0	\$0	
10	03	Nunes - Backwash Variable Rates Project - design/build	3			25,000					moved and reduced from 50K to 25K				\$25,000	\$50,000	
10	04	Nunes - Floc Drive Repair	2	50,000	45,000	50,000	50,000								\$100,000	\$150,000	
09	04	Nunes Backwash and WWR Tank Lights	2												\$0	\$0	
07	01	Nunes Filter Media Replacement		50,000	50,000										\$0	\$0	
09	05	Nunes Office Heater	2												\$0	\$0	
08	03	Nunes UST removal and replaced with AGST													\$0	\$0	
08	04	Nunes WTP - Head Loss System Replacement													\$0	\$0	
08	05	Nunes WTP - Plant Painting	3			12,500	12,500	12,500	12,500						\$50,000	\$50,000	
08	06	Nunes WTP- Filter to Waste System	3					5,000	75,000						\$80,000	\$80,000	
08	07	Nunes WTP -Filter Valve Replacement	2						30,000	30,000	30,000	30,000	30,000		\$150,000	\$150,000	
															\$839,000	\$957,000	
FACILITIES & MAINTENANCE																	
9	6	District Space Planning	2	25,000	-										\$0	\$0	
09	07	AMR Program + Fixed Network	1	400,000		100,000			300,000	400,000	400,000	100,000			\$1,200,000	\$1,300,000	
08	08	PRV Valves Replacement Project**	2	20,000	20,639	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	\$200,000	\$200,000	
99	01	Meter Change Program**	1	18,000	39,900	30,000	30,000	30,000	20,000	20,000	20,000	20,000	20,000	20,000	\$230,000	\$225,000	
09	08	Main Office - Replace Skylights (repair leaks)													\$0	\$0	
09	09	Fire Hydrant Replacement**	2	40,000		20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	\$200,000	\$80,000	
09	10	Standardize Chlorine Analyzers at 6 facilities	2			15,000	15,000								\$30,000	\$30,000	
09	11	Pilarcitos Culvert Repair	1	200,000	113,068										\$0	\$200,000	
09	23	District Digital Mapping	3			75,000									\$75,000	\$75,000	
															\$1,935,000	\$2,110,000	
EQUIPMENT PURCHASE & REPLACEMENT																	
99	02	Vehicle Replacement	1	28,000		20,000				30,000	30,000	30,000	30,000		\$140,000	\$207,000	
99	03	Computer System	1	5,000	5,000	12,000	12,000	6,000	5,000	5,000	5,000	5,000	5,000		\$60,000	\$46,000	
99	04	Office Equipment/Furniture	1	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	\$30,000	\$30,000	
06	03	SCADA/Telemetry/electrical controls	1	250,000	200,000	550,000	350,000	\$50K							\$900,000	\$1,100,000	
08	09	Dump Truck	1						100,000	deferred to					\$100,000	\$100,000	
08	10	Backhoe	1					80,000		deferred to					\$80,000	\$80,000	
08	12	New Service Truck Box (old dumptruck conversion)	3						50,000	deferred to					\$50,000	\$50,000	
		Billing System Upgrade				75,000									\$75,000	\$0	
															\$1,435,000	\$1,613,000	
PUMP STATIONS / TANKS / WELLS																	
06	04	Hazen's Tank Replacement	2				280,000								\$280,000	\$280,000	
10	05	Hazen's Tank Fence Upgrade	2	10,000											\$0	\$0	
09	12	Crystal Springs Reroof and Paint	1	50,000											\$0	\$0	
09	13	Crystal Springs Soft Starts 1 & 3	1	25,000											\$0	\$0	

**COASTSIDE COUNTY WATER DISTRICT
PLANNED CAPITAL PROJECTS
FISCAL YEARS 10/11 THRU 19/20**

= new or modified projects
 = completed projects or projects to be deleted

Origin FY	Number	Priority	Budget FY 09/10	Projected FY09/10 Exp	FY 10/11	FY 11/12	FY 12/13	FY 13/14	FY 14/15	FY 15/16	FY 16/17	FY 17/18	FY 18/19	FY 19/20	10/11-19/20 Totals	FY10-19 Budget
09	14	CSP Pump #2 Rehabilitation													\$0	\$0
09	17	Crystal Springs Emergency Generator	2		50,000	study		300,000							\$350,000	\$300,000
		Crystal Springs Spare 350 HP pump				50,000									\$50,000	\$0
		Crystal Springs Rebuild spare 500 HP					25,000								\$25,000	\$0
		Replace/rebuild Air relief/Vacuum valves on CSP line						20,000							\$20,000	\$0
10	01	Crystal Springs Check Valve Repair/Replacement	1	100,000	100,000										\$0	\$100,000
		Crystal Springs stainless steel inlet valves (manual safety)								100,000					\$100,000	\$0
		MCC Upgrades Denniston PP			30,000										\$30,000	\$0
06	05	Well Rehabilitation	2	40,000	12,380		25,000								\$25,000	\$100,000
08	14	Alves Tank Recoating, Interior+Exterior	1	300,000		100,000	exterior only		250,000	carried fwd,					\$350,000	\$300,000
08	15	Miramar Tank Interior Recoat + Mixing	1	230,000	300,000										\$0	\$230,000
08	16	Cahill Tank Exterior Recoat	2					150,000							\$150,000	\$150,000
10	06	Cahill Tank Ladder Replacement		15,000	15,000										\$0	\$15,000
08	17	EI Granada Tank 2 Recoat + Ladder	2			200,000									\$200,000	\$200,000
08	18	EG Tank #3 Recoating Interior + Exterior	2				260,000								\$260,000	\$260,000
10	07	EG Tank #1 security fence		20,000	20,000										\$0	\$20,000
10	08	EG Tank #1 pump station pump replacement		23,000	23,000										\$0	\$23,000
		EG Tank #2 pump station pump replacement				30,000									\$30,000	\$0
		Miramar Tank Altitude Valve Replacement							30,000						\$30,000	\$0
		Alves Tank Altitude Valve Replacement						30,000							\$30,000	\$0
		Half Moon Bay Tank #1 Int & Ext Recoat				200,000									\$200,000	\$0
		Half Moon Bay Tank #2 Int & Ext Recoat									200,000				\$200,000	\$0
		Half Moon Bay Tank #3 Int & Ext Recoat											200,000		\$200,000	\$0
		Pump Station Chlorine analyzer replacements (4)				10,000	10,000	10,000	10,000						\$40,000	\$0
09	18	New Pilarcitos Well	3	25,000	10,000			150,000							\$150,000	\$175,000
09	19	Pilarcitos Canyon Blending Station	2	100,000	100,000										\$0	\$100,000
10	09	Miramar Tank Fence Upgrade				8,000									\$8,000	\$8,000
DENNISTON WTP PRIORITY (SHORT-TERM) IMPROVEMENTS																
08	19	Denniston Short Term WTP Modifications	2			50,000	300,000	900,000							\$1,250,000	\$1,600,000
08	20	Denniston Storage Tank Modification Project	1												\$0	\$0
DENNISTON WTP (LONG-TERM) IMPROVEMENTS																
08	22	Denniston Pre/Post Treatment Design	1	350,000	200,000	400,000									\$400,000	\$350,000
08	23	Denniston Pre/Post Treatment Construction	1				1,500,000	2,000,000							\$3,500,000	\$1,800,000
NUNES WTP PRIORITY (SHORT-TERM) IMPROVEMENTS																
08	24	Nunes WTP Short Term Modifications	1	600,000	300,000	1,100,000									\$1,100,000	\$1,800,000
NUNES WTP (LONG-TERM) IMPROVEMENTS																
08	26	Install Air Scour for Filters	2						100,000						\$100,000	\$100,000
08	27	Modify Filters for Rate of Flow Control	2	10,000					260,000						\$260,000	\$270,000
WATER SUPPLY DEVELOPMENT																
09	21	Reclamation Project Planning	1	100,000	50,000	100,000	50,000								\$150,000	\$250,000
09	22	Water Supply Alternatives Evaluation	1	50,000	50,000	100,000									\$100,000	\$50,000
		Water Supply Development/Reliability Program	1				250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	\$2,250,000	\$0
Totals															\$21,443,000	\$18,460,000
FY10 Budget Totals			\$3,337,000		\$3,155,500	\$3,625,500	\$2,005,500	\$1,799,500	\$1,262,000	\$1,406,000	\$598,000	\$1,239,000	\$152,000		\$18,460,000	
FY 09 Budget Totals			\$5,402,000		\$4,679,500	\$2,236,500	\$254,500	\$1,224,000	\$117,000	\$120,000	\$123,000	\$125,500	\$0		\$19,684,000	

STAFF REPORT

To: Coastside County Water District Board of Directors

From: David Dickson, General Manager

Agenda: April 29, 2010

Report

Date: April 28, 2010

Subject: District Financing Plan

Recommendation:

None. Discussion only.

Background:

CCWD will need to implement a series of significant rate increases in order to fund its capital improvement program over the next ten years and beyond. The proposed rate increase of 14% for this year is based on a financing plan model originally provided by Bartle Wells which we have modified to better project future water purchase costs based on changes in water source distribution.

Determining the required series of rate increases using the model involves the following steps:

- Enter projected revenues and expenses for the current fiscal year and the budget figures for the upcoming year. Projected future year expenses (other than water purchase expenses) are calculated based on assumed inflation factors.
- Project the total amount of water CCWD customers will purchase and the distribution of water sources between local and SFPUC
- Enter budgeted CIP expenditures
- Determine annual cash flow requirements for operating costs, debt service, and capital projects
- Determine the borrowing needed to meet CIP funding requirements
- Determine the series of rate increases necessary to meet increases in operating expenses, fund CIP projects, pay debt service, and maintain District reserves above minimum levels established by policy

We have applied the following assumptions to the financing plan model to develop the recommended series of rate increases:

- In accordance with Bartle Wells' recommendations, we will reduce the minimum Capital and Operating Reserve balance target from 25% of annual operating revenue to 15%.

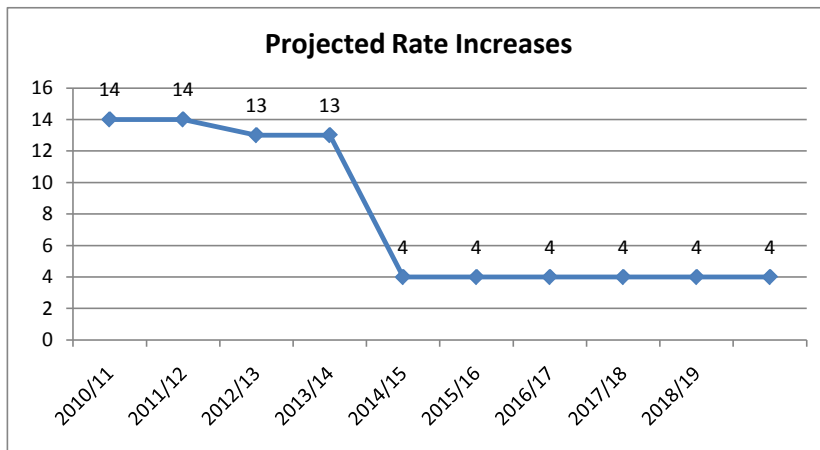
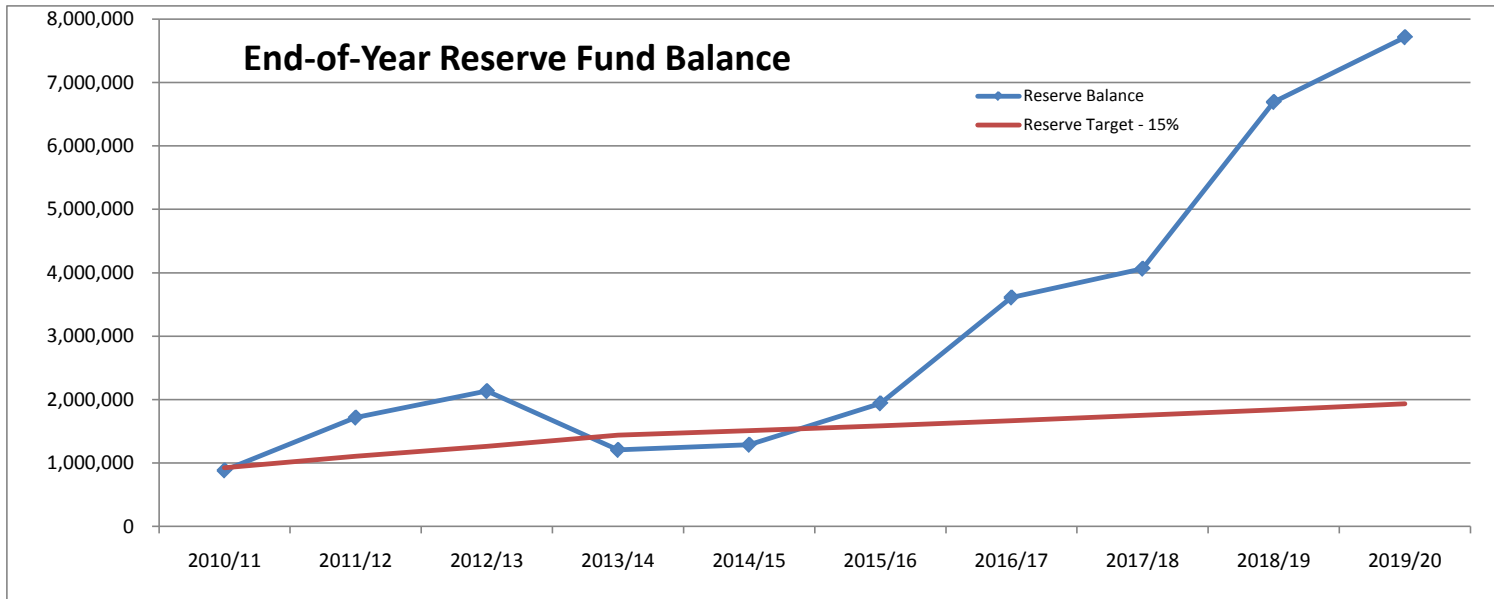
- In FY12, we will contribute \$500,000 to a Rate Stabilization Reserve. This reserve amount is less than Bartle Wells' recommendation of one year's debt service. Our current bond agreements call for a Rate Stabilization Reserve.
- We will maintain our Cash Flow Reserve at \$300,000.
- Operating Expenses other than SFPUC water purchase costs will increase by 4% to 5% annually.
- Total water demand will increase from 785 million gallons (MG) in FY11 to 820 MG in FY12, then increase at about 1% per year thereafter.
- CIP project costs, which are shown in the CIP in current-year dollars, will escalate at 5% per year.
- The District will borrow \$3,000,000 in FY12 and \$4,000,000 in FY13, at an interest rate of 5.25% over a repayment term of 20 years.

Key sheets from the financing plan model are attached. We will explain the model to the Board and demonstrate its use to examine how changes in assumptions or in the CIP could affect the required series of rate increases.

CCWD Rate Increases Needed to Meet Revenue Requirements

Scenario 1 - Base Case - Full CIP

	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Rate Increase	14	14	13	13	4	4	4	4	4	4
Cum Increase	1.14	1.30	1.47	1.66	1.73	1.79	1.87	1.94	2.02	2.10
Loan 1		3000000								
Loan 2			4000000							
Loan 3										



PV of Med Res Bill Over CIP	-	PV of Res-Debt Per Acct	=	Net Cost PV
6,581		606		5,974

Table 6
Coastside County Water District
Projected Rate Increases

Single Family Residence
 Bi-monthly Charge
 14 ccf (median use)
 5/8" meter

Table 6. Projected Water Rate Adjustments - Bi-Monthly											
	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
% Rate Increase		14.0%	14.0%	13.0%	13.0%	4.0%	4.0%	4.0%	4.0%	4.0%	4.0%
Base Charge	\$24.06	\$27.42	\$31.26	\$35.32	\$39.91	\$41.51	\$43.17	\$44.90	\$46.70	\$48.57	\$50.51
Variable Charge (1)											
<u>Residential</u>											
0 - 8 hcf	\$3.93	\$4.48	\$5.11	\$5.77	\$6.52	\$6.78	\$7.05	\$7.33	\$7.62	\$7.92	\$8.24
9 - 25 hcf	\$4.33	\$4.94	\$5.63	\$6.36	\$7.19	\$7.48	\$7.78	\$8.09	\$8.41	\$8.75	\$9.10
26 - 40 hcf	\$5.63	\$6.42	\$7.32	\$8.27	\$9.35	\$9.72	\$10.11	\$10.51	\$10.93	\$11.37	\$11.82
41 & over hcf	\$6.96	\$7.93	\$9.04	\$10.22	\$11.55	\$12.01	\$12.49	\$12.99	\$13.51	\$14.05	\$14.61
<u>Non-Residential</u>											
Per hcf	\$5.35	\$6.10	\$6.95	\$7.85	\$8.87	\$9.22	\$9.59	\$9.97	\$10.37	\$10.78	\$11.21
1 - 1 unit = 1 hcf = 7.48 gallons											

Bi-monthly Bill \$81.48 \$92.90 \$105.92 \$119.64 \$135.21 \$140.63 \$146.25 \$152.08 \$158.12 \$164.43 \$171.03

Present Value of Bimonthly Bill

Year	0	1	2	3	4	5	6	7	8	9
Discount Rate - 5%	\$92.90	\$100.88	\$108.52	\$116.80	\$115.70	\$114.59	\$113.48	\$112.37	\$111.29	\$110.25
Discount Rate - 3%	\$92.90	\$102.83	\$112.77	\$123.74	\$124.95	\$126.16	\$127.36	\$128.57	\$129.80	\$131.08

PV Annual Cost - 5% \$557.43 \$605.26 \$651.10 \$700.80 \$694.18 \$687.54 \$680.91 \$674.24 \$667.76 \$661.48

Total PV @ 5% \$6,580.70

**Table 5
Coastside County Water District - Financing Plan
Ten-Year Cash Flow Projections**

Table 5. Cash Flow Projection										
	Proj. Actual	Estimated								
	2009/10	2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19
Beginning Fund Balance										
Operating & Capital Fund Balance	\$5,463,015	\$4,302,575	\$884,794	\$1,716,566	\$2,133,881	\$1,207,472	\$1,289,034	\$1,941,329	\$3,609,453	\$4,063,622
Rate Stabilization Fund Balance	\$0	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
Rate Adjustment	10.0%	14.0%	14.0%	13.0%	13.0%	4.0%	4.0%	4.0%	4.0%	4.0%
SOURCES OF FUNDS										
REVENUES										
Water Sales	5,421,355	6,180,300	7,362,600	8,402,900	9,590,200	10,073,500	10,581,200	11,114,500	11,674,700	12,263,100
Property Taxes (1)	693,157	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000	600,000
ERAF Refund (1)	305,752	100,000	0	0	0	0	0	0	0	0
Service Connections	503,310	8,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Interest (2)	34,827	26,418	27,000	28,000	29,000	30,000	31,000	32,000	33,000	34,000
Other Revenues (3)	<u>248,404</u>	<u>223,312</u>	<u>232,000</u>	<u>241,000</u>	<u>251,000</u>	<u>261,000</u>	<u>271,000</u>	<u>282,000</u>	<u>293,000</u>	<u>305,000</u>
Subtotal Revenues	7,206,805	7,138,030	8,246,600	9,296,900	10,495,200	10,989,500	11,508,200	12,053,500	12,625,700	13,227,100
LONG-TERM BORROWING										
Proceeds from SDW-SRF Loans										
New Loan 1		0	3,000,000	0	0	0	0	0	0	0
New Loan 2		0	0	4,000,000	0	0	0	0	0	0
New Loan 3		0	0	0	0	0	0	0	0	0
TOTAL SOURCES	7,206,805	7,138,030	11,246,600	13,296,900	10,495,200	10,989,500	11,508,200	12,053,500	12,625,700	13,227,100
USES OF FUNDS										
Operating Expenses										
Water Purchased		1,672,000	2,014,554	2,463,996	2,621,840	2,463,050	2,424,411	2,408,823	2,454,612	2,515,428
Electricity		318,000	349,000	370,000	392,000	416,000	441,000	468,000	496,000	526,000
Denniston Water Treatment Plant Maint./Oper.		63,000	74,000	117,000	123,000	258,000	395,000	415,000	436,000	458,000
Nunes Water Treatment Plant Maint./Oper.		102,000	112,000	119,000	126,000	134,000	142,000	151,000	160,000	170,000
Crystal Springs Project Water Treatment Plant Maint./Oper.		47,000	52,000	55,000	58,000	62,000	66,000	70,000	74,000	78,000
Salaries & Payroll Taxes		1,729,000	1,815,000	1,888,000	1,964,000	2,043,000	2,125,000	2,210,000	2,298,000	2,390,000
Insurance		529,000	555,000	577,000	600,000	624,000	649,000	675,000	702,000	730,000
Employee Retirement		438,000	460,000	478,000	497,000	517,000	538,000	560,000	582,000	605,000
Other Expenses		<u>943,000</u>	<u>990,000</u>	<u>1,030,000</u>	<u>1,071,000</u>	<u>1,114,000</u>	<u>1,159,000</u>	<u>1,205,000</u>	<u>1,253,000</u>	<u>1,303,000</u>
Subtotal Operating Expenses	5,560,000	5,841,000	6,421,554	7,097,996	7,452,840	7,631,050	7,939,411	8,162,823	8,455,612	8,775,428
Non-Operating (Capital-Related) Expenses										
Existing Water Revenue Bonds	757,245	754,811	751,274	746,589	750,769	485,889	482,494	483,553	483,919	481,831
Future SDW-SRF Loans	0	0	0	251,000	582,000	582,000	582,000	582,000	582,000	582,000
Capital Projects (Escalated)	2,050,000	3,460,000	3,242,000	4,784,000	2,636,000	2,209,000	1,852,000	1,157,000	2,650,000	761,000
Contribution to CIP & Reserves (Transfer)	0	0	0	0	0	0	0	0	0	0
Contribution to Rate Stabilization Fund (Transfer)	0	<u>500,000</u>	0	0	0	0	0	0	0	0
Subtotal Non-Operating Expenses	2,807,245	4,714,811	3,993,274	5,781,589	3,968,769	3,276,889	2,916,494	2,222,553	3,715,919	1,824,831
TOTAL USES	8,367,245	10,555,811	10,414,828	12,879,585	11,421,609	10,907,939	10,855,905	10,385,377	12,171,531	10,600,259
Surplus (Deficiency)	(1,160,440)	(3,417,781)	831,772	417,315	(926,409)	81,561	652,295	1,668,123	454,169	2,626,841
Ending Fund Balance										
Operating & Capital Fund Balance	4,302,575	884,794	1,716,566	2,133,881	1,207,472	1,289,034	1,941,329	3,609,453	4,063,622	6,690,462
Rate Stabilization Fund Balance	0	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>	<u>500,000</u>
Total Fund Balance	4,302,575	1,384,794	2,216,566	2,633,881	1,707,472	1,789,034	2,441,329	4,109,453	4,563,622	7,190,462
Debt Service Coverage (4) Target = 1.2	2.17	1.72	2.43	2.20	2.28	3.14	3.35	3.65	3.91	4.18
Target Met	yes	yes	yes	yes	yes	yes	yes	yes	yes	yes
Minimum Capital and Operating Reserve (5) Target - 25%	1,355,339	1,545,075	1,840,650	2,100,725	2,397,550	2,518,375	2,645,300	2,778,625	2,918,675	3,065,775
Balance-Target	2,947,236	(660,281)	(124,084)	33,156	(1,190,078)	(1,229,341)	(703,971)	830,828	1,144,947	3,624,687
Minimum Capital and Operating Reserve Target - 15%	813,203	927,045	1,104,390	1,260,435	1,438,530	1,511,025	1,587,180	1,667,175	1,751,205	1,839,465
Balance-Target	3,489,372	(42,251)	612,176	873,446	(231,058)	(221,991)	354,149	1,942,278	2,312,417	4,850,997
Minimum Rate Stabilization Fund Target	-	754,811	751,274	997,589	1,332,769	1,067,889	1,064,494	1,065,553	1,065,919	1,063,831
Balance-Target	-	(254,811)	(251,274)	(497,589)	(832,769)	(567,889)	(564,494)	(565,553)	(565,919)	(563,831)

(1) Property tax and ERAF refunds based on conservative projections.

(2) Interest earnings escalated by 4% annually.

(3) Other revenues (hydrant sales, late penalty, miscellaneous, and cell site lease income) escalated by 4% annually.

(4) Debt service coverage is calculated by dividing net revenues (revenues minus operating expenses) by total debt service. Minimum coverage requirement is 1.2 times annual debt service.

(5) The District's current minimum fund reserve policy is 25% of annual operating revenue.

Table 3
Coastside County Water District - Financing Plan
Operating Expenses

Table 3. Projected Future Operating Expenses												
	Budget	Budget	Inflation	Estimated								
	2009/10	2010/11	Factor	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18	2018/19	2019/20
Operating Expenses												
Water Purchased	\$1,610,934	\$1,672,000	varies	\$2,014,554	\$2,463,996	\$2,621,840	\$2,463,050	\$2,424,411	\$2,408,823	\$2,454,612	\$2,515,428	\$2,527,850
Electricity	334,299	318,000	5%	349,000	370,000	392,000	416,000	441,000	468,000	496,000	526,000	558,000
Denniston WTP Maint./Oper.	73,000	63,000	5%	74,000	117,000	123,000	258,000	395,000	415,000	436,000	458,000	481,000
Nunes WTP Maint./Oper.	103,400	102,000	5%	112,000	119,000	126,000	134,000	142,000	151,000	160,000	170,000	180,000
CSP WTP Maint./Oper.	77,000	47,000	5%	52,000	55,000	58,000	62,000	66,000	70,000	74,000	78,000	83,000
Salaries & Payroll Taxes	1,666,427	1,729,000	4%	1,815,000	1,888,000	1,964,000	2,043,000	2,125,000	2,210,000	2,298,000	2,390,000	2,486,000
Insurance	500,830	529,000	4%	555,000	577,000	600,000	624,000	649,000	675,000	702,000	730,000	759,000
Employee Retirement	447,750	438,000	4%	460,000	478,000	497,000	517,000	538,000	560,000	582,000	605,000	629,000
Other Expenses	<u>874,309</u>	<u>943,000</u>	4%	<u>990,000</u>	<u>1,030,000</u>	<u>1,071,000</u>	<u>1,114,000</u>	<u>1,159,000</u>	<u>1,205,000</u>	<u>1,253,000</u>	<u>1,303,000</u>	<u>1,355,000</u>
Total Operating Expenses	5,687,949	5,841,000		6,421,554	7,097,996	7,452,840	7,631,050	7,939,411	8,162,823	8,455,612	8,775,428	9,058,850
Increase from prior fiscal yea	200,609	153,051		733,604	676,442	354,844	178,210	308,361	223,412	292,789	319,816	283,422
Percent increase from prior fiscal year	3.66%	2.69%		12.9%	10.5%	5.0%	2.4%	4.0%	2.8%	3.6%	3.8%	3.2%

Table 4
Coastside County Water District - Financing Plan
Ten-Year Capital Improvement Plan - Escalated

Escalation 5% per year

Table 4. Escalated 10-Year Capital Improvement Plan			
	FY	Nominal CIP	Escalated CIP
			\$0
0	2010/11	3,459,500	3,460,000
1	2011/12	3,087,500	3,242,000
2	2012/13	4,339,500	4,784,000
3	2013/14	2,277,500	2,636,000
4	2014/15	1,817,000	2,209,000
5	2015/16	1,451,000	1,852,000
6	2016/17	863,000	1,157,000
7	2017/18	1,883,000	2,650,000
8	2018/19	515,000	761,000
9	2019/20	<u>1,750,000</u>	2,715,000
	Total	\$21,443,000	\$25,466,000